

MEMORANDUM

To: All Potential Formal Trainers of Tanning Equipment Operators

From: Pamela M. Dukes, Director
Division of Electronic Products
Bureau of Radiological Health

Subject: Registration of Tanning Equipment Operator Training Services

On May 26, 2000, regulations pertaining to commercial tanning facilities were implemented by the South Carolina Department of Health and Environmental Control. These regulations require any person offering tanning equipment operator training services to submit a copy of his or her training materials to the Department for review prior to offering operator training courses.

Please use the following checklist to ensure that your course curriculum is complete.

Course Curriculum Checklist

1. Credentials of trainers and persons compiling the training materials
2. Duration of class. (This does not include time spent in registration, lunch, marketing, profit-making strategies, advertising, or taking the test.)
3. A test consisting of at least fifty questions with an answer key.
4. Written material that covers the required training material, such as a training manual.
The required subjects are:
 - a. The requirements of R. 61-106 "Tanning Facilities"
 - b. The Department's Tanning Facility Operating Procedures
 - c. The Department's Regulatory Guide
 - d. Proper procedures for the use and the instruction in use of protective eyewear
 - e. Recognition of injury or overexposure to ultraviolet radiation
 - f. Examples of tanning equipment manufacturer's procedures for operation and maintenance of tanning equipment
 - g. Potential photosensitizing agents, to include food, cosmetics and medications, and the possibility of photosensitivity and photo allergic reactions
 - h. Proper procedures for sanitizing protective eyewear and tanning equipment
 - i. Emergency procedures to be followed in case of an actual or alleged ultraviolet radiation injury
 - j. Biological effects of ultraviolet radiation, to include the potential acute and long term health effects of ultraviolet radiation
 - k. The human skin and the tanning process

- l. Testing and record keeping requirements and maintenance of records required by R.61-106
 - m. Determination of lamp equivalency and examples of lamp equivalency documents
 - n. The requirements of the federal regulations, 21 CFR 1040.20
 - o. The types of and wavelengths of ultraviolet light
 - p. General information and characteristics of commercial tanning lamps
 - q. General features of all types of tanning devices
 - r. The public health reasons for avoiding overexposure and the dangers of overexposure
5. Indicate, in writing, that you have and will distribute in your classes the following:
 - a. Current copies of the Department's regulations
 - b. Current copies of the Department's Tanning Facility Operating Procedures
 - c. Current copies of the Department's Regulatory Guide

Please call (803) 545-4400 with any questions or concerns.

Submit Materials to:

**Formal Training Coordinator
DHEC – Bureau of Radiological Health
2600 Bull Street
Columbia, SC 29201**

Course materials must be approved prior to offering formal training classes.